

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET

E-Mail BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600



PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
DECEMBER 22 – 26, 2014**

MONDAY, DECEMBER 22, 2014

*4:30 pm Board of Adjustment

Room 391, Northern Building
305 E. Walnut Street

TUESDAY, DECEMBER 23, 2014

(No Meetings)

WEDNESDAY, DECEMBER 24, 2014

(No Meetings)

THURSDAY, DECEMBER 25, 2014

(No Meetings)

HAPPY HOLIDAYS



FRIDAY, DECEMBER 26, 2014

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

ZONING

Brown County

305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/zoning



WILLIAM BOSIACKI

ZONING ADMINISTRATOR




AGENDA
BROWN COUNTY BOARD OF ADJUSTMENT
December 22, 2014
4:30 p.m.
Northern Building, Room 391
305 East Walnut Street
Green Bay, WI 54301

1. Call meeting to order.
2. Roll call.
3. Announce agenda – Public Hearing – 1. Thomas Goede
4. Certify public notice requirements-Green Bay Press-Gazette, published on December 7, 2014 and December 14, 2014.
5. Describe Board's authority and rules of hearing.
6. Open public hearing.
 - *Read appeal
 - *Describe administrative decision
 - *Describe onsite inspection
 - *Applicant presents case
 - *Objector presents case
 - *Staff comments
 - *Applicant rebuttal
 - *Statements in support
 - *Statements in opposition
 - *Last call for testimony
 - *Close public hearing
7. Deliberation and decision on appeal.
8. Adjourn meeting.





DECEMBER 2014

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3 Public Safety 11:00 am	4 Ed & Rec @ SW Branch Library 5:15pm	5	6
7	8 Executive Cmte 5:30 pm 	9	10	11	12	13
14 	15	16 Vets Recognition- Subcommittee 5:00 pm— Cancelled	17 Board of Supervisors 6:00 pm	18	19	20
21 	22 Land Con- Plan Dev & Trans Tentative Cancelled	23	24 Human Svc Tentative- Cancelled <i>County Board Office Closed</i>	25 Admin Tentative Cancelled <i>County Board Office Closed</i>	26	27
28 	29	30	31 <i>County Board Office Closed</i>			

BROWN COUNTY COMMITTEE MINUTES

- Human Services Board (December 11, 2014)
- Local Emergency Planning Committee (November 11, 2014)
- Northeastern Wisconsin CDBG Housing Region (November 17, 2014 – Draft)
- NWTC Board of Trustees (November 19, 2014)
- NWTC Board of Trustees Retreat (November 19, 2014)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, December 11, 2014 in Group Activity Room 365 of the Community Treatment Center – 3150 Gershwin Drive, Green Bay, WI

Present: Chairman Tom Lund
Bill Clancy, Paula Laundrie, Helen Smits, Susan Hyland, Carole Andrews

Excused: Craig Huxford, JoAnn Grashberger

Also

Present: Jeremy Kral, Executive Director
Nancy Fennema, Director of Community Programs
Roberta Morschauser, Hospital & Nursing Home Administrator
Tim Schmitt, Finance Manager
Cherie Bastian, Director of Nursing-Nursing Home

1. Call Meeting to Order:

The meeting was called to order by Chairman Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

CLANCY/ANDREWS moved to approve the agenda.
The motion was passed unanimously.

2. Approve Minutes of November 13, 2014 Human Services Board Meeting:

ANDREWS/SMITS moved to approve the minutes dated November 13, 2014.
The motion was passed unanimously.

4. Executive Director's Report

Executive Director Jeremy Kral presented and handed a written report to the board (attached).

Chairman Lund thanked Kral for his service to the county and stated he will be missed.

HYLAND/ANDREWS moved to receive and place on file.
Motion was carried unanimously.

5. Community Treatment Center Review/Overview.

Kral stated that the Community Treatment Center made changes to create the Bay Haven CBRF for crisis stabilization. The CBRF gives a significant level of care for clients without the need for a locked hospital unit. Morschauser stated that our census has up and down in Bay Haven and we are actively seeking opportunities to serve the community in utilizing the open beds. We are reaching out to other counties to encourage them to use our facility.

Morschauser stated we have no managerial vacancies and are working hard to develop programs and look at our policies/procedures. She also stated that with the Medical College coming to St. Norbert's, we will be serving as a resident rotation site in 2016.

ANDREWS/HYLAND moved to receive and place on file.
Motion was carried unanimously.

6. Financial Report

Finance Manager Tim Schmitt had submitted a written report with the board packet agenda.

Q: Chairman Lund asked if we have received a response from the other counties regarding utilizing our CBRF.

A: Morschauser stated we are just working on doing additional outreach to the counties currently. We have had other county clients come in but we want to be utilized more. We want to remind them of the resources we can provide for them.

Citizen Board Member Laundrie entered at 5:32 p.m.

ANDREWS/HYLAND moved to receive and place on file.
Motion was carried unanimously.

7. Statistical Reports:

Please refer to the packet which includes this information.

8. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

9. Request for New Vendor Contract:

Please refer to the packet which includes this information.

10. Other Matters:

Next Meeting: Thursday, January 8, 2014
5:15 p.m. – Sophie Beaumont Building, Board Room A

11. Adjourn Business Meeting:

ANDREWS/HYLAND moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 5:35 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary

Brown County Human Services

Executive Director's Report to the Human Services Board

December 11, 2014

Good Evening Board Members:

The latest information on the transition to Managed Long-Term Care, including Family Care is that Wisconsin Dept. of Health Services (DHS) has been working on implementation schedules along with counties, MCOs, ADRCs, and IRIS agencies in the region. DHS personnel noted that their work is ongoing, and all timetables are in draft stage at this point. What can be shared is that transition for all counties will be scheduled for completion prior to 2016 as anticipated. A final implementation schedule will be forthcoming, but a release date for that schedule is not currently known. Brown County now anticipates a mid-2015 beginning to our transition.

I was informed yesterday that our Coordinated Services Team (CST) program has met its annual goal for number of young people in the program. CST is a model for serving youth involved in multiple systems such as school, therapy, possibly juvenile justice, etc. The model creates a framework for keeping the adults and providers on the same page, which leads to effective and efficient treatment for the young person and their family. We are pleased with the success here, given that this utilization of the funding for services from DHS is new and we were able to get services up to speed after a bit of delay initially. Congratulations to Dr. Althea Noukki and the Child and Adolescent Behavioral Health Unit on meeting this milestone.

Scott Shackelford, supervisor in the Juvenile Justice Unit informed me that 2014 has seen an increase in the number of juvenile delinquency petitions filed in juvenile court. The 2013 annual total was equaled by mid-November, so a year-over-year increase in volume of approximately 10% is expected. The Juvenile Justice Unit has maintained very solid performance and attitude while completing the increased workload.

The Treatment Alternatives and Diversion (TAD) supervisor position has been filled by Angela Sparks who joined the department since we last met. She comes from out of state, and has moved here to be a part of our innovative and vibrant TAD culture in Brown County. Her position is housed in the Adult Behavioral Health Unit, with Ian Agar. The position is funded by the state-administered TAD grant, so role is also working closely with the District Attorney's office, the Criminal Justice Coordinating Board, and the judges who preside over the TAD courts.

Lastly, I wish to officially inform this body that I have chosen to resign the position of Executive Director. I am grateful for the opportunity afforded me by Brown County and especially to County Executive Streckenbach for selecting me. I have also truly enjoyed my work with the County Board, specifically Human Services Committee Chairman Evans and Human Services Board Chairman Lund and their colleagues with whom I have worked most closely. I value greatly the time that I was blessed to dedicate to Brown County and I appreciate our shared labors and outcomes immensely. It is and has been a privilege to serve this community. This was by no means an easy decision. I have found Brown County's service community to be rich with great people serving their neighbors with excellence. I wish the entire Brown County team continued success in the future.

Respectfully Submitted By:



Jeremy Kral
Executive Director

**PROCEEDINGS OF THE BROWN COUNTY LOCAL EMERGENCY PLANNING
COMMITTEE – LEPC**

Pursuant to Section 19.84, Wis, Stats. A meeting of the **Brown County Local Emergency Planning Committee** was held on Tues November 11th, 2014 @13:30 pm, at NEW Water

PRESENT:, Leon Engler, Paul Gazdik, Jeremy Klingbeil, Steve Johnson, Bill Marotz, Melissa Spielman, Mike Schoen,

1. CALL MEETING TO ORDER:

The meeting was called to order by Paul Gazdik 14:36.

2. APPROVAL OF AGENDA:

A MOTION WAS MADE TO APPROVE THE AGENDA, Leon Seconded Vote taken, MOTION CARRIED UNANIMOUSLY

3. APPROVAL OF MINUTES:

A MOTION WAS MADE TO APPROVE THE MINUTES, Bill Seconded Vote taken. MOTION CARRIED UNANIMOUSLY.

4. LEPC Round Table

- Jeremy Klingbeil from NEW Water discussed a Table Top exercise that occurred at NEW Water. An after action report (AAR) will be finalized and presented at the next meeting.
- Nothing reported from Leon Engler.
- Mike Schoen from Omnova discussed an on-site exercise that took place at Omnova as part of an audit process. The exercise included a scenario involving a compromised rail car. The audit did pass.
- Steve Johnson from the BCHD discussed the present Ebola situation from the State and Brown County. Steve said that the local public health departments will be conducting direct active monitoring of potential patients when notified by the State Health Dept. The monitoring process must be assessed on a daily basis. Steve stated that there has been no difficulty in obtaining PPE for the County and has not heard of area public safety departments having difficulty obtaining the equipment. Addition discussion between Steve and Bill Marotz in regards to State monitoring of other communicable diseases (norovirus, etc.). Steve said that the State forwards a daily and weekly report through WEDS to local health departments for monitoring information.
- Bill Marotz from Schneider reported that the company name has changed from Schneider National to Schneider as of January 2014. Bill said that Schneider monitored personnel in the Dallas area during the time that a patient had been diagnosed with Ebola at a Dallas hospital. He said that Schneider will be conducting relocation exercises and developing response outlines.
- Paul Gazdik requested introductions from the group and introduced Melissa Spielman as the new Emergency Management Coordinator. Paul also discussed two recent tabletop exercises for the response to Ebola exposure. One exercise was held in the City of De Pere and the other was at UWGB. Both exercises proved beneficial for the attendees.

5. COMMITTEE REPORTS:

A. PUBLIC INFORMATION AND EDUCATION COMMITTEE (PIE)

- Howard Fire Department and De Pere Fire Department hosted Open Houses at their locations in October. Paul represented Emergency Management and the Do 1 Thing campaign.
- A press release went out to announce Energy Credit from WPS for October.
- The November PSA is on gathering emergency supplies and compiling kits for home, car, and pets. The PSA was done by Chief David Litton,
- The December PSA is for First Aid and will include speakers from Bay care Clinic.
- More information on the Do 1 Thing campaign can be found at:
<http://www.greenbaypressgazette.com/>

B. EXECUTIVE COMMITTEE
-Nothing to report

C. PLANNING COMMITTEE

- BCEM Intern Dan Kane did PPT on Laack Cold Storage and emergency call on September 12, 2014 for an Ammonia leak.

6. OLD BUSINESS/OTHER BUSINESS

A. ARES/RACES UPDATE

- Nothing to report

B. RECENT SPILLS

- Paul reports manure spills only

C. PUBLIC/PRIVATE PARTNERSHIP

- Bill talked about a State EOC presentation he attended that included an overview on WEM, disaster response, and next steps.

D. EM REPORT

- Winter Weather Week is this week, November 10-14.
- Seeking EPCRA funding for public education.

7. PUBLIC COMMENT

- None

8. SUCH OTHER MATTERS AS AUTHORIZED BY LAW

9. ADJOURN

A MOTION WAS MADE BY TO ADJOURN AT 15:08 P.M. 2ND Vote taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Melissa Spielman
EM Coordinator

Northeastern Wisconsin CDBG – Housing Region Committee Meeting

10:30 A.M. – 11:30 A.M.

Monday, November 17, 2014

Weyers-Hilliard Branch Brown County Library

2680 Riverview Drive, Howard, WI 54313



MINUTES

Committee Members in attendance:

Aaron Schuette – Brown County
Dena Mooney – Calumet County
Sam Perlman – Door County
Melissa Annoye for Greg Thousand – Kewaunee County
Andrea Raymakers – Manitowoc County
Pam Day for Robin Elsner – Marinette County
Kent Gross – Outagamie County
Emily Vetting – Sheboygan County
Justin Mitchell for Su van Houwelingen – Winnebago County

Excused:

Sam Tobias – Fond du Lac County

Others in attendance:

Todd Mead – Brown County

1. Call to order.

A. Schuette called the meeting to order at 10:33 a.m.

2. Roll call.

A. Schuette requested roll call. All committee members listed or their designee were in attendance.

3. Discussion/action regarding Northeastern Wisconsin CDBG-Housing Region Committee meeting minutes of August 8, 2014.

S. Perlman motioned to approve the minutes as presented. K. Gross seconded the motion. Motion carried unanimously.

4. Discussion regarding 2nd Phase Northeastern Wisconsin CDBG-Housing Region funding from Wisconsin Department of Administration.

A. Schuette informed the committee that he received a copy of a letter dated September 19, 2014 awarding Brown County an additional \$1.93 million in

CDBG-Housing funding as the 2nd phase of funding for the Northeastern Wisconsin CDBG-Housing Region. A. Schuette noted that although the funding is a bit less than the first phase, it is still significantly higher than the originally identified funding of \$1.0 million. D. Mooney asked if this funding will continue into the future. A. Schuette stated that it does depend on federal funding from HUD, but CDBG has been in existence since the 1970's, and he expects it to continue.

5. Discussion/action regarding reallocating the CDBG-Housing funds from a County-based system to a regional pool for regional CDBG-Housing program and regional revolving loan fund.

A. Schuette directed the committee's attention to the CDBG-Housing Project and Funding Status spreadsheet that details the obligated CDBG-Housing funding by county. A major issue with the current county-based allocation system is that there has been an uneven demand for project funds across the region with one county having a waiting list and other counties not having any or very few projects. A secondary issue has been the complexity in the tracking of loans by county for Brown County Finance staff. Regionalizing the funds will reduce the complexity associated with financial tracking for the grant funds and the revolving loan funds when the loans are repaid. A. Schuette noted that staff has been active in contacting Aging and Disability Resource Centers in the counties to promote the program to their clientele. P. Daye stated that T. Mead has attended a number of meetings in Marinette County to promote the program. A. Schuette stated that he and T. Mead are always willing to attend meetings to help promote the program. A. Schuette asked that the meetings be during the daytime considering the size of the region.

S. Perlman stated that he could see the benefits of a regional pool approach. He further stated that we have tried a county allocation approach for almost a year, and this would be a means to move the funding. T. Mead stated that a regional approach would allow us to help people who need the assistance now. E. Vetting asked if future awards to the region will depend on performance and expending the funds. A. Schuette stated that WDOA has said future awards will be based on performance. J. Mitchell asked how applications would be prioritized under a pool approach. A. Schuette replied that it would be first-come, first-served, with a higher priority continuing to be septic systems, wells, and roofs. A. Schuette also stated that if an application comes in from a county that has not had many projects funded, it would also be prioritized. K. Gross

asked if the number of projects will continue to be tracked by county for monitoring by the committee. A. Schuette stated that they will.

S. Perlman made a motion to move to a regional pool for the regional CDBG-Housing funds and the regional revolving loan fund. D. Mooney seconded the motion. Motion passed unanimously.

6. Discussion/action regarding WDOA initiated regional policy changes.

A. Schuette referred the committee members to an email he had received that morning from WDOA program manager Diane McGinnis regarding recommended WDOA policy changes to all regional programs. The email identified four proposals including:

1. Increasing the loan to value ratio to not to exceed 120% of the estimated after rehabilitation fair market value.
2. Eliminating the requirement to keep rehabilitation costs to under 50% of the after rehabilitation value of the property, provided there is adequate equity.
3. Changing the emergency policy to eliminate the requirement for an HQS inspection and allowing for the program to only address the emergency if it is an imminent threat to health and safety. Liens or judgments also would not be taken into account for emergency situations.
4. Allowing a project to be eligible even if there are liens and judgments, provided the liens, judgments, and mortgages in addition to the estimated rehabilitation costs do not exceed 120% of the estimated after rehabilitation loan to value ratio.

WDOA requested the committee approve a motion to remain consistent with WDOA policies to address these four proposals. S. Perlman asked about removing the 50% of after rehabilitation value and whether that could lead to trying to repair homes that should actually be condemned. A. Schuette replied that in review of the application, and in consultation with the HQS inspector and local building inspector, there may be instances where the home is just beyond repair and would be outside the scope of the program. Discussion regarding the proposed changes ensued. S. Perlman made a motion to approve the changes. J. Mitchell seconded the motion. Motion carried unanimously.

7. Update regarding CDBG-Housing program activities.

A. Schuette informed the committee that WDOA will be performing a technical assistance/grant monitoring visit on December 17 and 18 at the Brown County offices. T. Mead stated that WDOA would like to visit the first three Door County

down payment assistance loan projects, provided the homeowners are available. T. Mead let the committee know that an updated program flyer is available on our website. S. Perlman requested T. Mead email it to the committee members. J. Mitchell noted that with the change to a regional pool for CDBG-Housing projects, thought should be given to providing flexibility in the first-come, first-served methodology for projects for those counties that may not have many projects to date. A. Schuette agreed and stated their intent to ensure as equitable distribution of funds as possible, while also striving to meet the fund distribution goals set forth in Brown County's grant contract with WDOA.

8. Adjourn.

A. Schuette thanked the committee for adjusting their schedules to attend the meeting. D. Mooney motioned to adjourn. S. Perlman seconded. Motion carried unanimously.

Northeast Wisconsin Technical College District

*Board of Trustees Meeting
Minutes*

November 19, 2014

11:25 a.m.

***NWTC-Green Bay Campus
2740 West Mason Street, Green Bay, WI 54303***

Board Chairperson Worrick called the November 19, 2014 NWTC Board of Trustees meeting to order and requested that roll call be taken at this time.

PRESENT: Laurie Davidson, Phyllis Habeck, Carla Hedtke, Ying LaCourt, David Mayer, Jeff Rickaby, Ben Villarruel, Gerald Worrick

Also Present: Jeff Rafin, Mary Jo Tilot, Sandy Ryczkowski, Jim Blumreich, Lori Suddick, Karen Smits, Pamela Phillips, Linda Hartford, Gina Van Egeren

Guests

Open Forum, Introduction of Guests, and Acknowledgements

The Chairperson asked for the introduction of any guests present at this time and invited public comment. No one came forward.

Action Items (Roll Call Vote)

Bills

Bills Covering the Period of October 1-31, 2014 \$5,080,603.10

Detailed copies of the current disbursements for fiscal year 2014 for the month of October were forwarded to the Board Treasurer for review and recommendation to the Board for payment. Additional listings of the bills were available in the District Office for review by any interested person. Board Exhibit 1 was a copy of the certified 1st quarter Capital Expenditures report for items over \$50,000.

Laurie Davidson moved that Board approval be given for the October 2014 bills as presented and the certified 1st quarter Capital Expenditures report for items over \$50,000.

Motion seconded by Jeff Rickaby.

Motion carried with all voting "Aye" on roll call.

Budget Modifications

Board Exhibit 2 was a copy of the fund statements of proposed fund and function modifications to the FY 2014 budget, prepared in accordance with Wisconsin State Statute 65.90(5) and the Uniform Financial Fund Accounting System Manual of the Wisconsin Technical College System Board.

Laurie Davidson moved that the Board approve the proposed fund and function modifications contained in the fund statements and that such modifications be summarized and published per State Statute 65.90(5) as a Class I legal notice within ten days of Board approval and both exhibits be forwarded to the State Board.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call

Resolution Authorizing the Borrowing of \$5,200,000 for Movable Equipment; \$1,500,000 for Building Improvement; \$300,000 for site improvement; and providing for the Issuance and Sale of General Obligation Promissory Notes Therefor

During its fiscal year 2015 budget deliberations, the Board approved various capital projects for building remodeling and improvements, site improvements and acquiring moveable equipment. This resolution authorizes the borrowing of \$7,000,000 of general obligation notes for these purposes. A resolution authorizing the borrowing was prepared by Bond Counsel and was attached as Board Exhibit 3.

Phyllis Habeck moved that the Board adopt the resolution authorizing the borrowing of \$5,200,000 for moveable equipment; \$1,500,000 for building improvement; \$300,000 for site improvement; and providing for the issuance and sale of general obligation promissory notes therefor.

Motion seconded by Jeff Rickaby.

Motion carried, with all voting "Aye" on roll call.

International Travel Requests

- A. The Udine Italy Chamber of Commerce sponsors an annual conference called, "Future Forum" being held October 20, 2014 through November 18, 2014. Other sponsors are the OECD, Copenhagen Institute for Future Studies, University of Udine and the New Economics Foundation. The conference brings leaders to discuss how to shape the future in a variety of topics from business and industry to tourism to health issues. One of the focuses this year is on manufacturers finding its future workforce. Italy is the second largest employer of manufacturing in the European Union. In the search for speakers on engaging youth in manufacturing careers, the NEW Manufacturing Alliance was found. The committee believes it is a world best practice and invited Ann Franz to speak at the event. Ann Franz serves as the director of the Alliance. November 6, 2014. All travel expenses are paid by Udine Chamber of Commerce. NWTC is not responsible for any of the costs associated to having Ann Franz speak at the event.
- B. The College submitted a Fulbright Scholarship application to the Institute of International Education for the President and, after peer review, he has been recommended for a Fulbright award to India under the Fulbright-Nehru International Education Administrators program. The visit will entail working with higher education administrators in India to incorporate career and technical education.

This CIES (Council for International Exchange of Scholars) program recommendation has been forwarded to the US Educational Foundation in India, the US Department of State, and the J. William Fulbright Foreign Scholars Board for final consideration. If chosen, the trip will take place for two weeks sometime in March of 2015 (no definite dates have been provided).

Jeff Rickaby moved that the Board authorize the international travel requests of Ann Franz and Jeff Rafn.

Motion seconded by Dave Mayer.

Motion carried, with all voting "Aye" on roll call.

Consent Items (Voice Vote)

Minutes

The minutes of the October 15, 2014 Board meeting were sent to Board members prior to the September Board meeting. It was recommended that Board approval be given for the October 15, 2014 Board meeting minutes as presented.

Faculty- New Hire

Timothy Tomlanovich, Civil Engineering Technology-Engineering Instructor - Timothy Tomlanovich was the Selection Committee's top choice for the Civil Engineering Technology-Engineering Instructor position. Mr. Tomlanovich holds a Masters of Engineering (Geotechnical Engineering) and a Bachelor of Science from Michigan Technological University. He also has an Associate Degree of Applied Science from Northcentral Technical College.

Since 2009, Mr. Tomlanovich has been Part-Time Faculty at NWTC. Prior to that from January 2004- December 2004 he was a Teaching Assistant at Michigan Technological University. Placement for this position would be at the Faculty Level C, \$70,000 for 175 days of obligation.

It was recommended the Board approve the above appointment.

Center for Business & Industry (Contracts for Service)

Under the provisions of State Statutes 38.14 (3) and State Administrative Code WTCS 8, the District Board may enter into contracts to provide instructional or non-instructional services to public institutions, local governmental bodies, private institutions, industries, and businesses. District Board policy E240 delegates the authority to initiate a contract to the President, with the proviso that the contract is subject to retroactive approval by the Board. A report of fiscal year 2015 contracts pending Board approval was attached as Board Exhibit 4.

This report includes not only the in-district contracts but also the out-of-district and the out-of-state contracts. State Board Contract for Service Policy requires that the District Board receive a report at least quarterly on contracts entered into for which less than full cost is being charged. We have elected to provide the Board with this report on a monthly basis. This report uses a state formula in which the state annually calculates a percentage for indirect expenses (31.75% for on-campus and 25.327% for off-campus) such as administration, facilities, utilities, information systems, registration, counselors, insurance, etc., associated with a contract to determine full costs. The hourly rate of \$167.00 per hour along with the ability to project price was recommended by the department and approved by the Board. The intent is to recover the direct and indirect costs of delivering the services. Copies of the contracts were available for review by any interested person.

It was recommended that the Board approve the contracts for services identified in Board Exhibit 4.

Dave Mayer moved that the consent agenda items be approved as follows: minutes of the October 15, 2014 Board meeting; the appointment of Timothy Tomlanovich, Civil Engineering Technology-Engineering Instructor; and, the contracts for services identified in Board Exhibit 4.

Motion seconded by Laurie Davidson.

Motion carried, with all voting "Aye" on voice vote.

Report

Key Performance Outcomes

The end of 1st quarter Key Performance Outcomes Status Report for academic year 2014 was included with the Board packet as Board Exhibit 5 for review by the Board. This report has been reformatted to meet the request from the Board at their September Board meeting for a more condensed report.

Included with the quarterly report was the FY 2015 Operational and Capital Contingency Account Status Reports, the Board Professional Development Account Status Report, and the FY 2015 & Prior Year Capital Budget Status Report for items with a total cost of over \$50,000.

- The President will provide a brief presentation on Course Options at a future Board meeting.
- Enrollments are currently down 3%.
- Non-White student enrollments are increasing, with all of the growth in minority population enrolling at the College.
- This week is International Student Week on the campus.

Review Next Month Agenda Items

The December meeting will be held at the Green Bay Campus with the following items scheduled:

- Inspirational Leadership Academy Presentations
- Information Technology Report


Adjournment

Laurie Davidson moved that the Board adjourn the November 19, 2014 Board meeting and conduct a Board of Trustees Retreat (12:10 p.m.).

Motion seconded by Jeff Rickaby

Motion carried, with all voting "Aye" on roll call.


Phyllis J. Habeck, Board Secretary


Date

NWTC Board of Trustees Retreat

Minutes

November 19, 2014
12:10 a.m. – 3:00 p.m.

NWTC-Green Bay Campus, Board Room
2740 West Mason Street, Green Bay, Wisconsin

The Board Chair called the Board Retreat of the NWTC Trustees to order with the following Board members present.

PRESENT: Laurie Davidson, Phyllis Habeck, Carla Hedtke, Ying LaCourt, David Mayer, Jeff Rickaby, Ben Villarruel, Gerald Worrick

Also Present: Jeff Rafn, Mary Jo Tilot, Sandy Ryczkowski, Jim Blumreich, Lori Suddick, Karen Smits, Pamela Phillips, Linda Hartford, Gina Van Egeren

Master Facilities Planning

Staff presented information on the 2015-25 Master Facilities Planning.

- The question was raised as to how many of the Board members were comfortable moving ahead with a referendum at this time?
- Need to see a statement of need – where are we busting at the seams to justify more square footage? Where will the additional 1,000 students come from?
- The additional space will accommodate curriculum changes, and the resulting program enrollments based on new programming.
- College cannot currently develop new programs or move programs where they need to be with the existing space.
- Choices for people will be very limited if they do not further their education beyond high school.

Laurie Davidson moved that the Board direct staff to take the preliminary step of conducting a poll to gather community feedback.

Motion failed due to lack of a second.

Ying LaCourt left the meeting at this time (2:42 p.m.).

Dave Mayer left at this time (3:00 p.m.).

Kim Schanock left the meeting at this time (3:00 p.m.).

Jeff Rickaby moved that the Board instruct staff to gather data from a polling agency if they can provide the Board with meaningful data by the December Board meeting.

Motion seconded by Laurie Davidson.

Motion carried, with all voting "Aye" on voice vote.

December Board Meeting

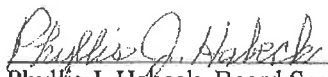
It was the consensus of the Board that the December Board meeting date be moved back a week to December 17, 2014.

Adjournment

Laurie Davidson moved that the Board of Trustees Retreat be adjourned at this time (3:09 p.m.).

Motion seconded by Carla Hedtke.

Motion carried, with all voting "Aye" on roll call.



Phyllis J. Habeck, Board Secretary



Date